
EFFECTIVE

July 1, 2022.

Subject(s)

1. AAM 210, Adoption Assistance Rate Determination.
2. AAM 300, Nonrecurring Adoption Expenses (NRE) Eligibility.
3. AAM 310, Nonrecurring Adoption Expenses Claim/Reimbursement.

**1) AAM 210,
Adoption
Assistance Rate
Determination*****Overview***

The negotiated adoption assistance rate takes into consideration the needs of the child and the circumstances of the prospective adoptive family. The following steps are used to establish the ongoing daily adoption assistance payment rate:

- This maximum rate cannot be renegotiated after the adoption is finalized.

Reason: Recommendation from the Adoption and Guardianship Assistance Office (AGAO).

Maximum Rate Determination

The maximum rate approved on the adoption assistance agreement cannot be renegotiated after adoption finalization unless there is a legislative mandate. If the prospective adoptive parent agreed to a lesser amount than the maximum rate offered there is a process to renegotiate the offered rate after the adoption is finalized.

Reason: Recommendation from the AGAO.

DOC Rate

If a child has needs above a standard foster care maintenance rate, copies of the following foster care documents must be attached.

- DHS-668, Notification of Determination of Care (DOC) Decision.

Reason: Recommendation from the AGAO.

DOC I, II, III

A current copy of the following **Michigan Department of Health and Human Services (MDHHS)** approved DOC assessment, dated within six months:

- DHS-668.

Reason: Recommendation from the AGAO.

Serious Emotional Disturbance Waiver (SEDW)

The DHS-1254, SED Waiver Payment Request and Approval, and supporting documentation is required.

Reason: Recommendation from the AGAO.

Standard Maintenance Rate Increases after Adoption Placement

Adoption assistance rates are subject to change based on legislative mandates.

Reason: Recommendation from the AGAO.

Renegotiation

An increase in payment will be retroactive to the effective date which is the date the written request to renegotiate was received by the AGAO. A decrease will be effective the beginning of the following month the written request was received by the AGAO.

Reason: Recommendation from the AGAO.

Other Government Benefits

If the prospective adoption parent(s) wishes to receive the SSI payments in-lieu of the adoption assistance payments, they can enter a zero-rate adoption assistance agreement prior to adoption finalization or request the payments be temporarily closed at any time.

Reason: Recommendation from the AGAO.

**2) AAM 300,
Nonrecurring
Adoption
Expenses (NRE)
Eligibility****Overview**

The eligibility requirements include:

- A DHS-4113, Adoption Assistance Agreement, or DHS-1341, Adoption Assistance and/or Medical Subsidy Application, signed by the adoptive parent(s) and the adoption and guardianship assistance program manager or MDHHS designee prior to the final order of adoption.

Reason: Recommendation from the AGAO.

NRE Request Also Requesting Adoption Assistance

The adoption worker completes the DHS-1341 and submits it to the AGAO. The prospective adoptive parent(s) must sign section 1 of the DHS-4081 in order to request NRE. Specific information provided for adoption support assistance eligibility and title IV-E funding eligibility will also be used to determine NRE eligibility.

Reason: Recommendation from the AGAO.

NRE Request not Requesting Adoption Assistance

The adoption worker and the adoptive parent(s) complete and submit the NRE sections of the DHS-1341.

Reason: Recommendation from the AGAO.

**3) AAM 310,
Nonrecurring
Adoption
Expenses Claim/
Reimbursement****Overview**

A third party is a party who has incurred NRE expenses directly related to the adoption process of a child who meets the criteria for special needs adoption assistance on behalf of the adoptive family, with the family retaining ultimate responsibility for payment.

Reason: Recommendation from the AGAO.

Claim Forms***Third Party Request***

Nonrecurring adoption expenses must be claimed on the DHS-4816, Third Party Claim for Reimbursement of Nonrecurring Adoption Expenses. More than one DHS-4816 may be submitted for a child within the two-year period following the final order of adoption date, providing the expenses being claimed were not previously submitted.

Reason: Recommendation from the AGAO.

**MANUAL
MAINTENANCE
INSTRUCTIONS**

Changed Items ...

[AAM 210](#)

[AAM 300](#)

[AAM 310](#)